PASSPORT APPLICATION WALK THROUGH

MCBH KANEOHE BAY HI

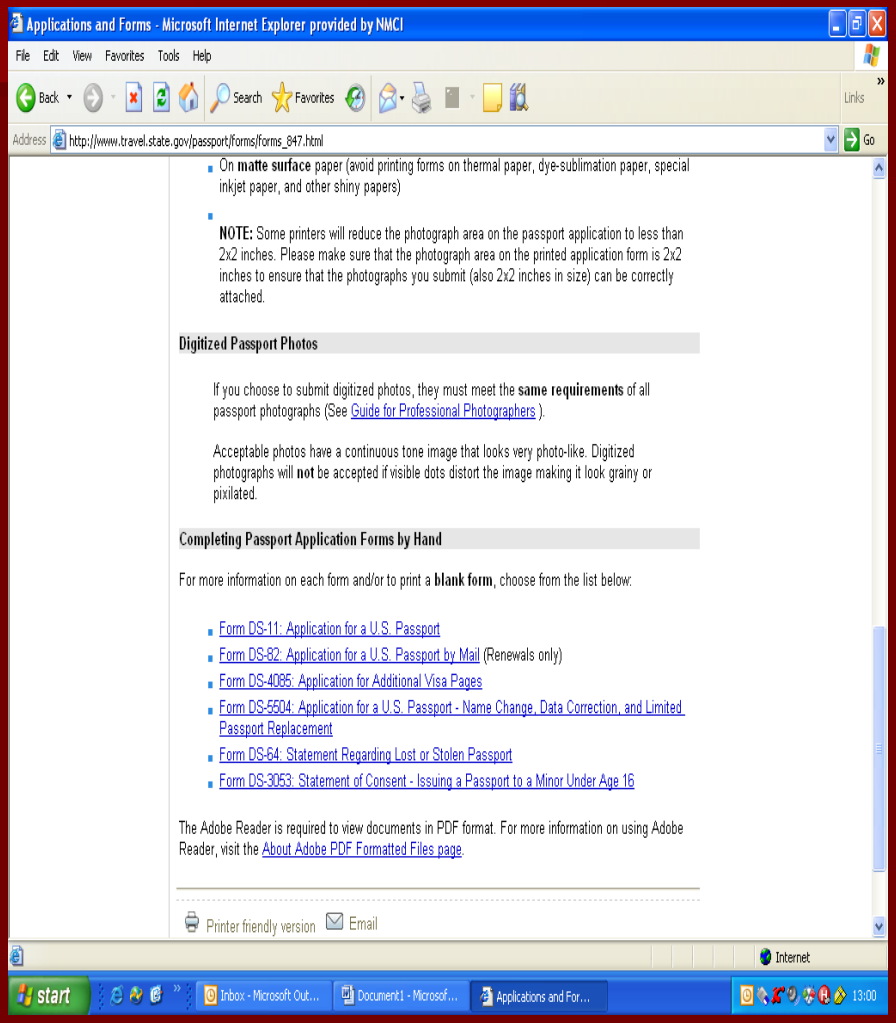
TRAFFIC MANAGEMENT OFFICE

Front Desk Help: (808) 257-3566

Step 1:

- Log-in on to this Website http://www.travel.state.gov
- Under Passports for U.S. Citizens, select Applications and Forms.
- If you already have an account, click on to **“DPS Login”** to get started.

Step 2:


Applications and Forms - Microsoft Internet Explorer provided by NMCI
File Edit View Favorites Tools Help
Back Search Favorites
Address http://www.travel.state.gov/passport/forms/forms_847.html
Go
On matte surface paper (avoid printing forms on thermal paper, dye-sublimation paper, special inkjet paper, and other shiny papers)
NOTE: Some printers will reduce the photograph area on the passport application to less than 2x2 inches. Please make sure that the photograph area on the printed application form is 2x2 inches to ensure that the photographs you submit (also 2x2 inches in size) can be correctly attached.
Digitized Passport Photos
If you choose to submit digitized photos, they must meet the same requirements of all passport photographs (See Guide for Professional Photographers).
Acceptable photos have a continuous tone image that looks very photo-like. Digitized photographs will not be accepted if visible dots distort the image making it look grainy or pixilated.
Completing Passport Application Forms by Hand
For more information on each form and/or to print a blank form, choose from the list below:
Form DS-11: Application for a U.S. Passport
Form DS-82: Application for a U.S. Passport by Mail (Renewals only)
Form DS-4085: Application for Additional Visa Pages
Form DS-5504: Application for a U.S. Passport - Name Change, Data Correction, and Limited Passport Replacement
Form DS-64: Statement Regarding Lost or Stolen Passport
Form DS-3053: Statement of Consent - Issuing a Passport to a Minor Under Age 16
The Adobe Reader is required to view documents in PDF format. For more information on using Adobe Reader, visit the About Adobe PDF Formatted Files page.
Printer friendly version
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Applications and For...
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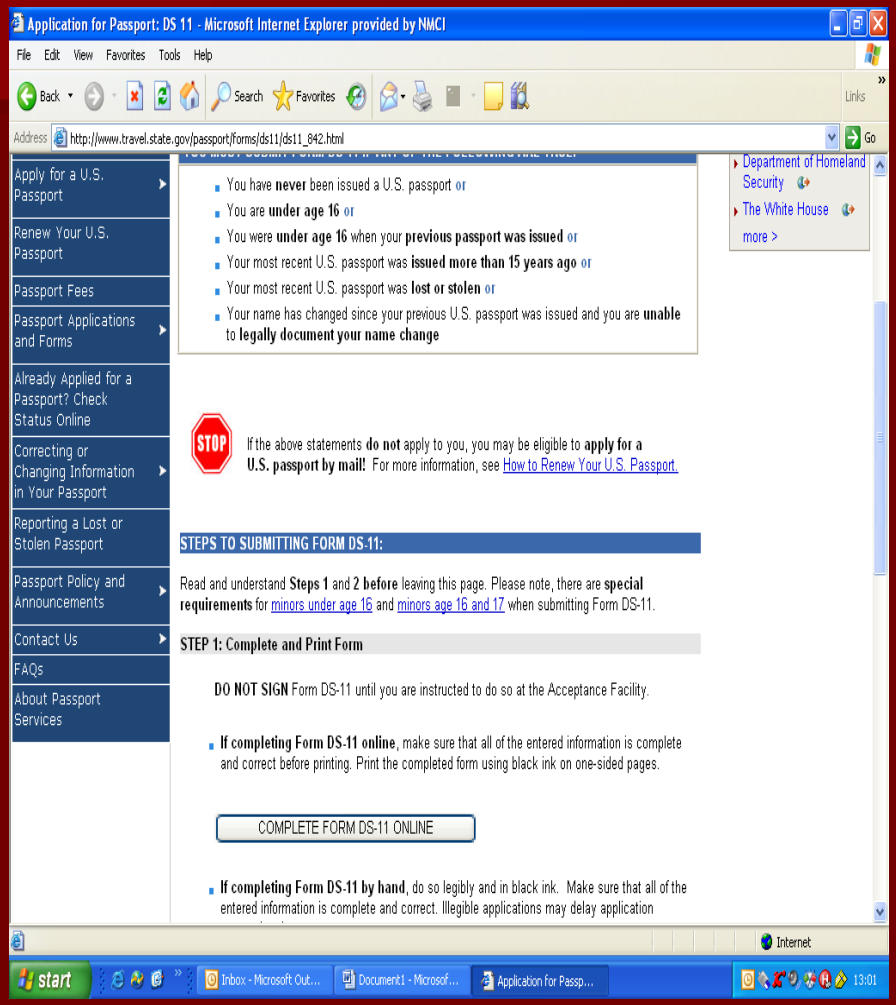
- Scroll all the way down to the bottom of the page.
- Select DS-11 for New No Fee Government Passport

Step 3:


Application for Passport: DS 11 - Microsoft Internet Explorer provided by NMCI
File Edit View Favorites Tools Help
Back Search Favorites
Address http://www.travel.state.gov/passport/forms/ds11/ds11_842.html
Go
Apply for a U.S. Passport
Renew Your U.S. Passport
Passport Fees
Passport Applications and Forms
Already Applied for a Passport? Check Status Online
Correcting or Changing Information in Your Passport
Reporting a Lost or Stolen Passport
Passport Policy and Announcements
Contact Us
FAQs
About Passport Services
You have never been issued a U.S. passport or
You are under age 16 or
You were under age 16 when your previous passport was issued or
Your most recent U.S. passport was issued more than 15 years ago or
Your most recent U.S. passport was lost or stolen or
Your name has changed since your previous U.S. passport was issued and you are unable to legally document your name change
Department of Homeland Security
The White House
more >
STOP
If the above statements do not apply to you, you may be eligible to apply for a U.S. passport by mail! For more information, see How to Renew Your U.S. Passport.
STEPS TO SUBMITTING FORM DS-11:
Read and understand Steps 1 and 2 before leaving this page. Please note, there are special requirements for minors under age 16 and minors age 16 and 17 when submitting Form DS-11.
STEP 1: Complete and Print Form
DO NOT SIGN Form DS-11 until you are instructed to do so at the Acceptance Facility.
If completing Form DS-11 online, make sure that all of the entered information is complete and correct before printing. Print the completed form using black ink on one-sided pages.
COMPLETE FORM DS-11 ONLINE
If completing Form DS-11 by hand, do so legibly and in black ink. Make sure that all of the entered information is complete and correct. Illegible applications may delay application
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Application for Passp...
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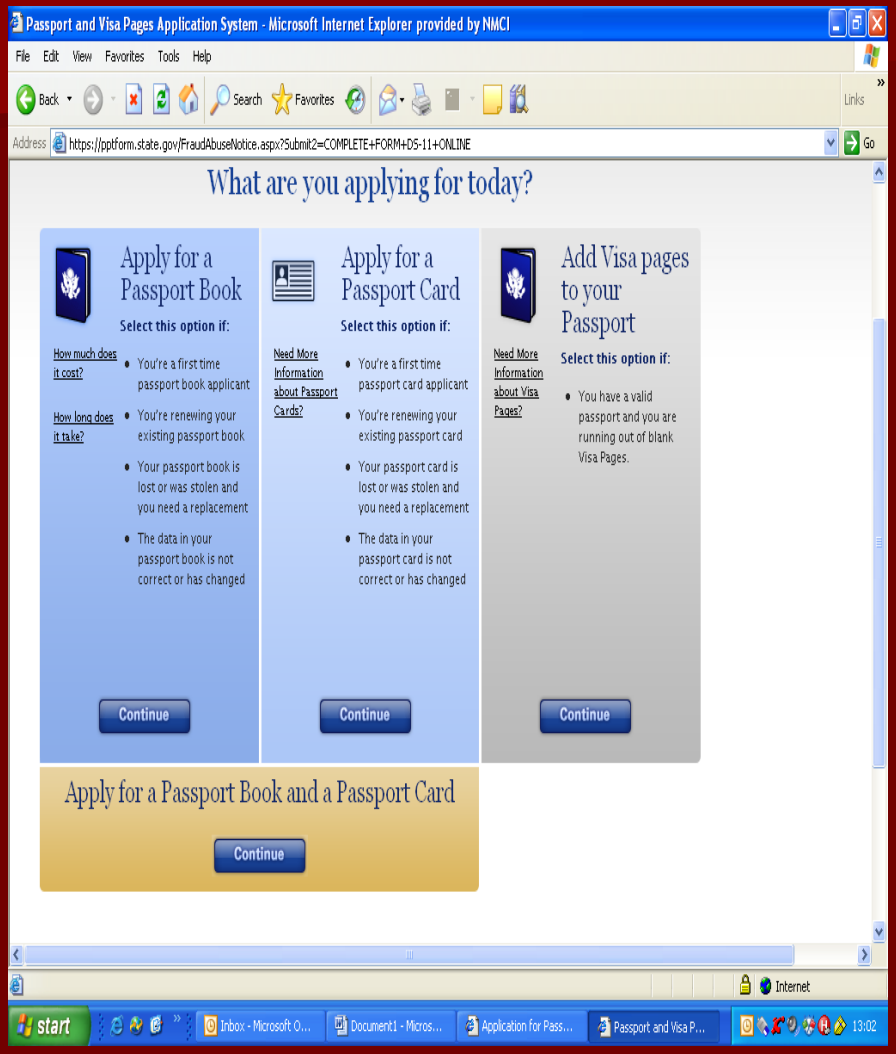
- Select Complete Form DS-11 Online
- Check and Submit

Step 4:


Passport and Visa Pages Application System - Microsoft Internet Explorer provided by NMCI
File Edit View Favorites Tools Help
Back Search Favorites
Address https://ppform.state.gov/FraudAbuseNotice.aspx?submit2=COMPLETE+FORM+DS-11+ONLINE
Go
What are you applying for today?
Apply for a Passport Book
Select this option if:
How much does it cost?
How long does it take?
• You're a first time passport book applicant
• You're renewing your existing passport book
• Your passport book is lost or was stolen and you need a replacement
• The data in your passport book is not correct or has changed
Continue
Apply for a Passport Card
Select this option if:
Need More Information about Passport Cards?
• You're a first time passport card applicant
• You're renewing your existing passport card
• Your passport card is lost or was stolen and you need a replacement
• The data in your passport card is not correct or has changed
Continue
Add Visa pages to your Passport
Select this option if:
Need More Information about Visa Pages?
• You have a valid passport and you are running out of blank Visa Pages.
Continue
Apply for a Passport Book and a Passport Card
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Passport and Visa P...
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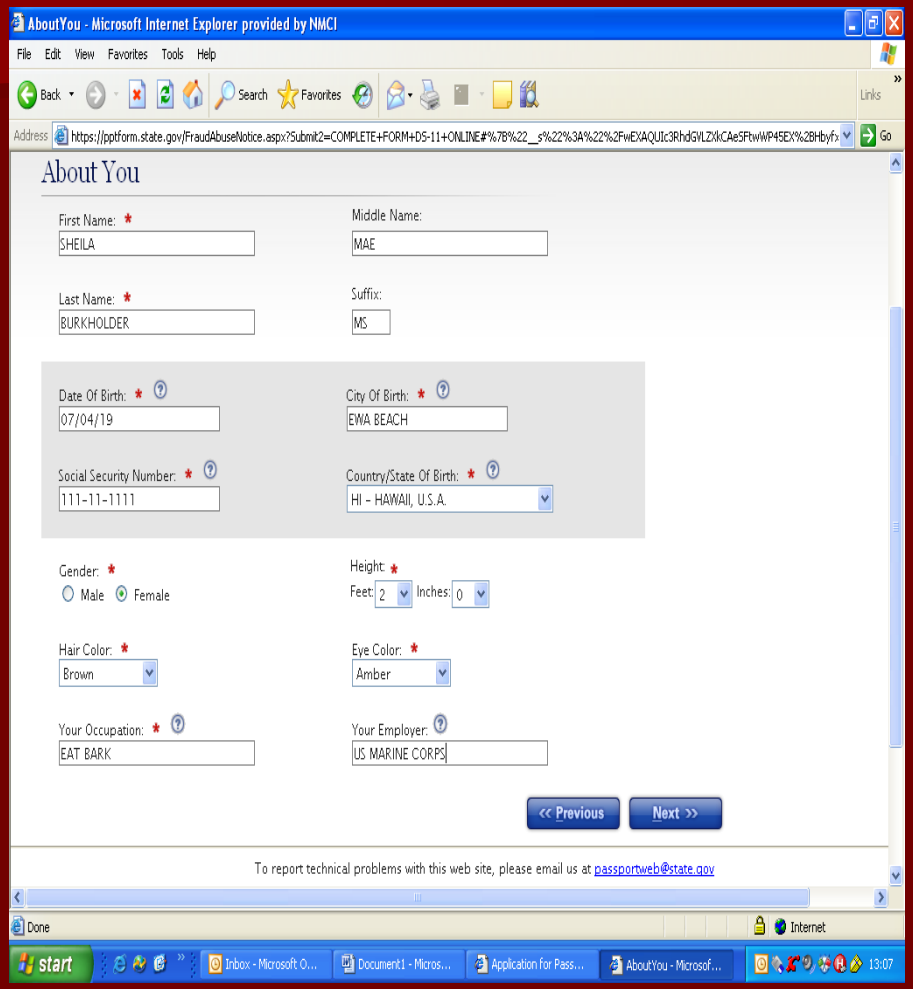
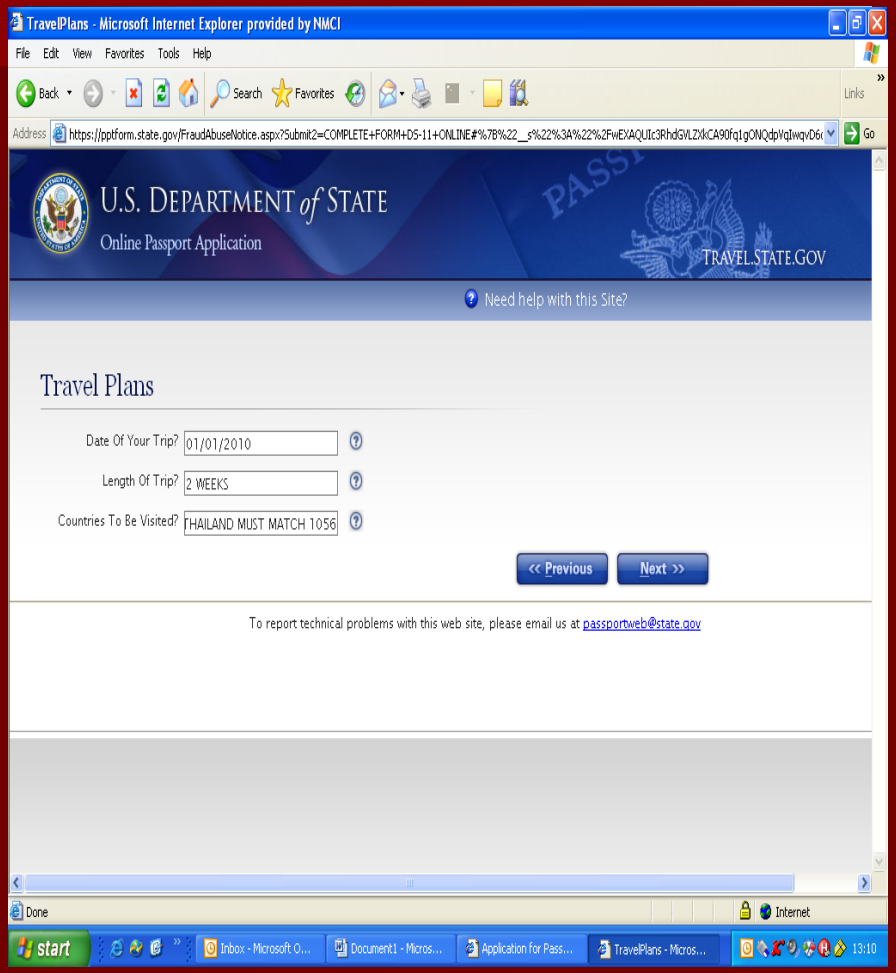
- Apply for Passport Book Only, Not Card.

Step 5:



- Fill out your data and click on next

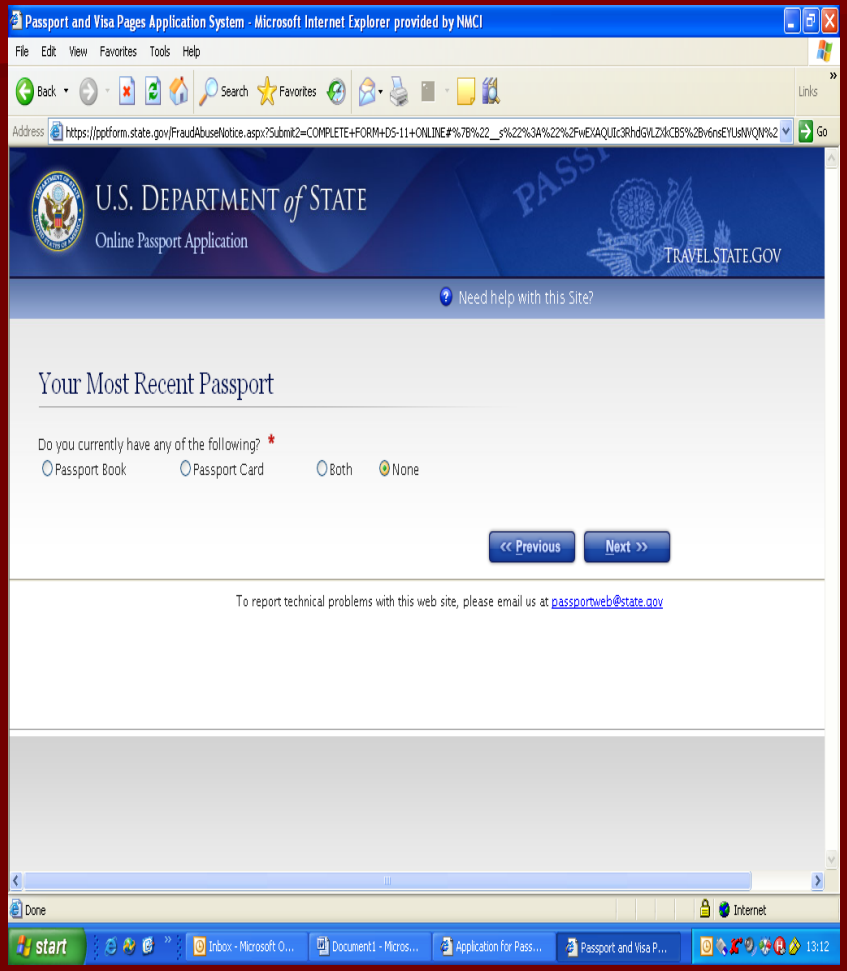
Step 6:



- Input your travel plans

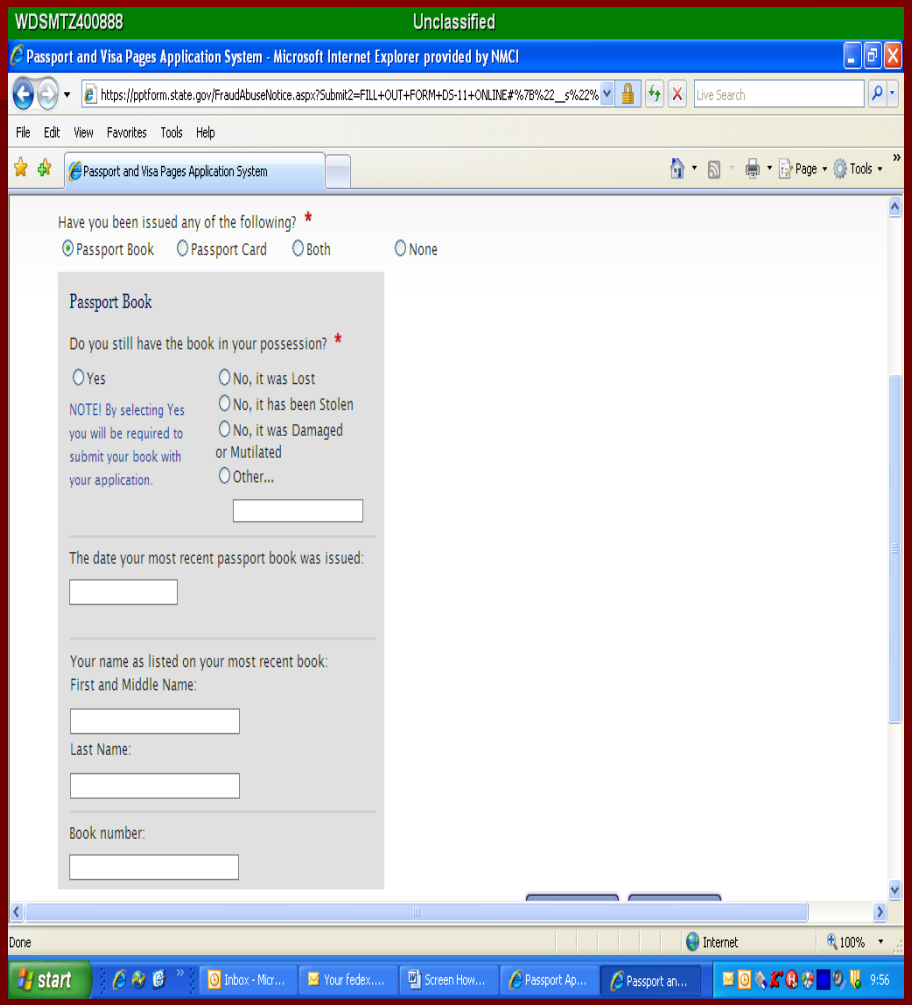
***** These three items must match the DD Form 1056 blocks 11,14 and 15Exactly. Also the letter in lieu of orders and expedite letter.**

Step 7:



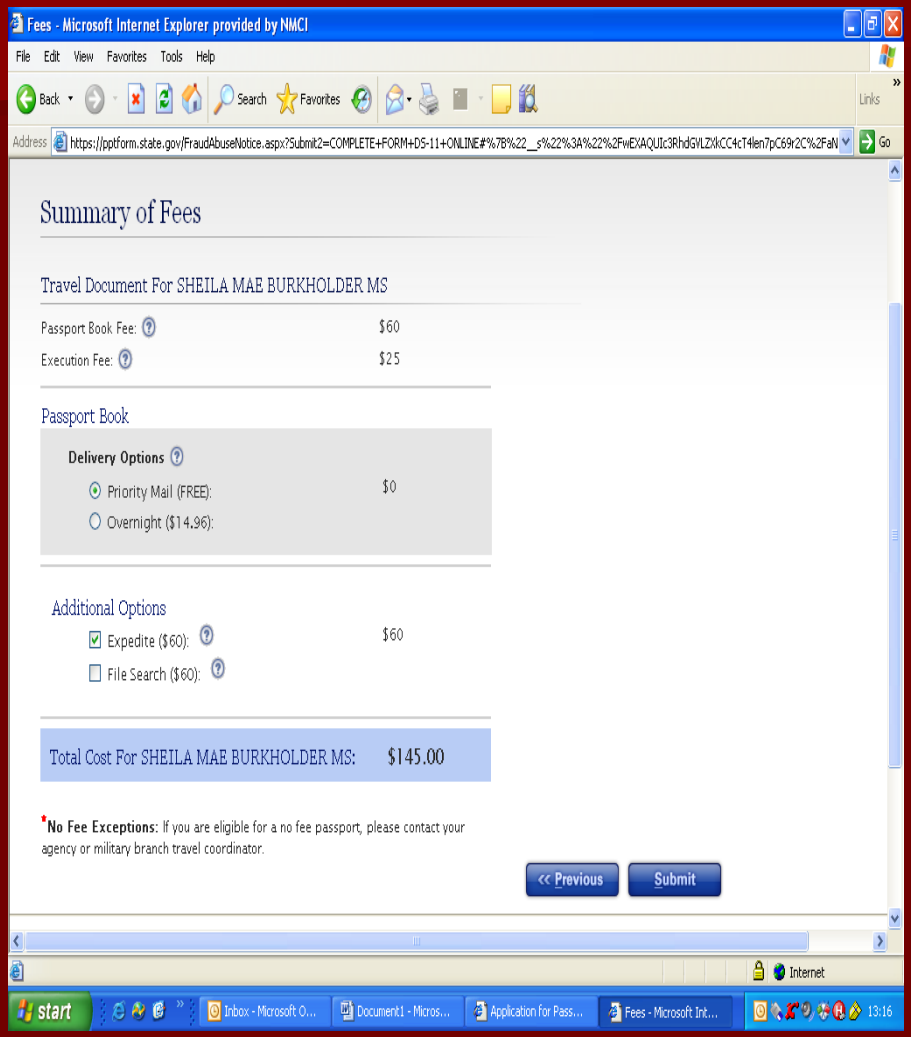
- If you are using another passport as proof of citizenship, select Passport Book,
- Otherwise, select None.

Step 8:



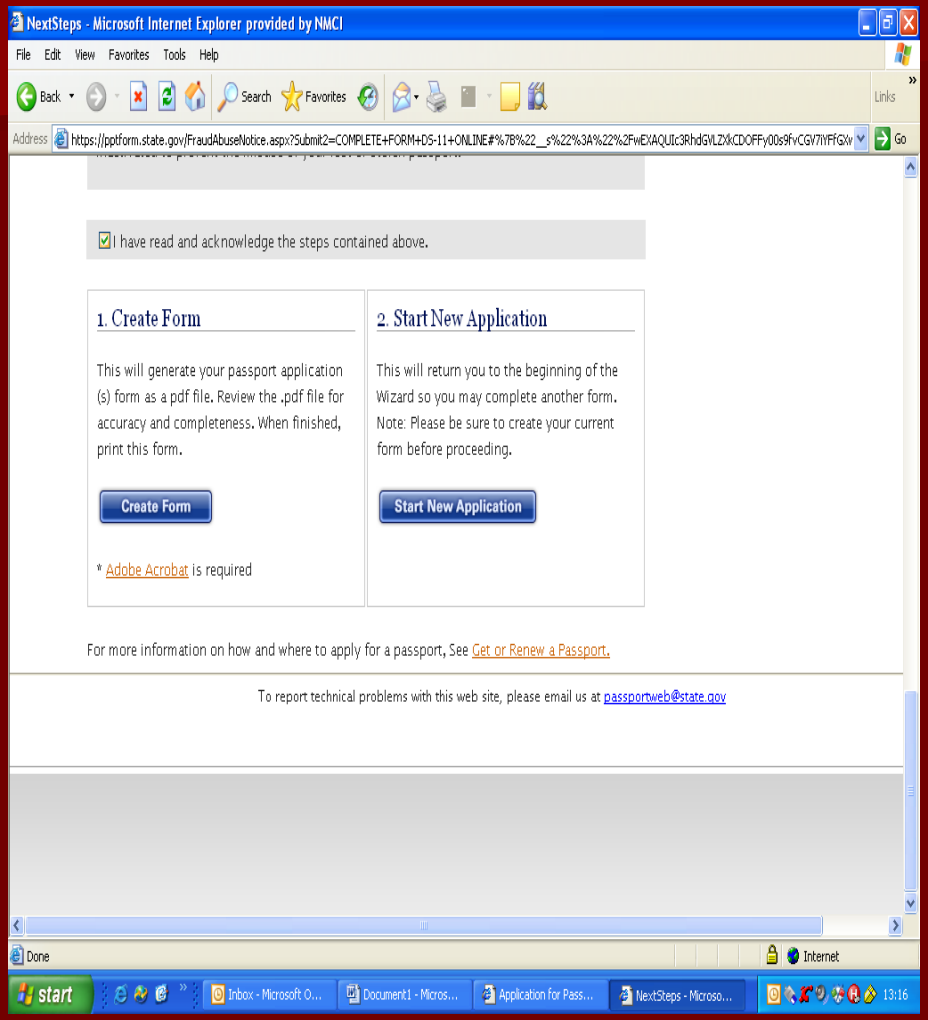
- **Select Other, type in RETAIN. Fill in the requested info from the passport you are providing for proof of citizenship.**
- **(NOTE: if you select anything besides other, it will kick you over to the DS-82 , Passport Renewal Application)**

Step 9:



- If you do not know your parent's birth date, at least try and fill in Place of Birth.
- Select Passport Book Fee. Than submit. Do not worry about fees.

Step 10:


NextSteps - Microsoft Internet Explorer provided by NMCI
File Edit View Favorites Tools Help
Back Search Favorites
Address https://pptform.state.gov/FraudAbuseNotice.aspx?Submit2=COMPLETE+FORM+DS-11+ONLINE#%7B%22__s%22%3A%22%2FwEXAQUIc3RhdGVLZXkCDOFFy00s9fvCGV7iYFfGXv
Go
I have read and acknowledge the steps contained above.
1. Create Form
This will generate your passport application (s) form as a pdf file. Review the .pdf file for accuracy and completeness. When finished, print this form.
Create Form
* Adobe Acrobat is required
2. Start New Application
This will return you to the beginning of the Wizard so you may complete another form. Note: Please be sure to create your current form before proceeding.
Start New Application
For more information on how and where to apply for a passport, See Get or Renew a Passport.
To report technical problems with this web site, please email us at passportweb@state.gov
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13:16

- Scroll to the bottom of the page.
- Check box and Create Form.